

## SOST Opportunities and Actions Roundtable Code of Conduct

### Code of Conduct:

We are committed to making this roundtable productive and enjoyable for everyone, regardless of gender, sexual orientation, disability, physical appearance, body size, race, nationality, religion, political affiliation, or any other aspect of social identity. We will not tolerate harassment of participants in any form. Please follow the guidelines below:

- **Behave professionally.** Harassment and sexist, racist, or exclusionary comments or jokes are not appropriate. Harassment includes sustained disruption of talks or other events, inappropriate physical contact, sexual attention or innuendo, deliberate intimidation, stalking, and photography or recording of an individual without consent. It also includes offensive comments related to gender, sexual orientation, disability, physical appearance, body size, race, religion, or other elements of social identity.
- **Use inclusive, professional language.** All communication should be appropriate for a professional audience including people of many different backgrounds. Participants should strive to use welcoming language that includes everyone, regardless of title or level. Sexual language and imagery are not appropriate.
- **Be kind.** Do not insult or put down other attendees. Be polite and friendly in all forms of communication – especially remote communication, where opportunities for misunderstanding are greater.
- **Be proactive.** Go out of your way and across cultures to include people in jokes or and casual conversation. Avoid slang or idioms that might not translate across cultures or be deliberate in explaining them to share our diverse cultures and languages. Speak plainly and avoid acronyms and jargon that not everyone may understand. Also, add personal pronouns to your profile in virtual settings to help establish the norm for others to share as they see fit.

### Reporting:

Any participant who wishes to report a violation of this policy or a suggestion for how to create a more inclusive event should email, in confidence, Dr. Stacy Aguilera-Peterson ([saguiler@nsf.gov](mailto:saguiler@nsf.gov)) and/or Lauren Howe-Kerr ([lhoweker@nsf.gov](mailto:lhoweker@nsf.gov)). The names of people reporting a complaint will **not** be shared with violators, except through the express wishes of the reporter. Violators may be asked to leave the event at the discretion of the organizers.

### Additional Definitions of Behavior:

#### UNACCEPTABLE BEHAVIOR

Physical or verbal abuse of any participant, speaker, volunteer, other meeting guest. Disruption of talks during the workshop.

#### DISCRIMINATION

Unlawful discrimination can occur when someone, or a group of people, is treated less favorably than another person or group on the basis of their sex; race, color, ethnic background, descent or national identity; age; disability; sexual orientation; gender identity; religious belief; marital or relationship status; family responsibility; pregnancy; breastfeeding; or any other personal characteristic.

#### BULLYING

Bullying is unreasonable and inappropriate behavior that: is repeated, intimidates, offends, degrades, insults or humiliates an individual and is a risk to health and safety. This can be physical or psychological behavior.

## HARASSMENT

Unlawful harassment can occur when someone is made to feel intimidated, insulted or humiliated, because of their sex; race, color, ethnic background, descent or national identity; age; disability; sexual orientation; gender identity; religious belief; marital or relationship status; family responsibility; pregnancy; breastfeeding; or any other personal characteristic. The behaviors can be overt or subtle, verbal, non-verbal or physical.

## SEXUAL HARASSMENT

Any unwanted, unwelcome or uninvited behavior of a sexual nature that makes a person feel humiliated, intimidated or offended. It can involve physical contact, verbal remarks or non-verbal contact of a sexual nature.